



CITY OF SAINT PAUL
Christopher B Coleman, Mayor

COMMERCE BUILDING
8 Fourth St. E, Suite 200
Saint Paul, Minnesota 55101-1024

Telephone: 651-266-9090
Facsimile: 651-266-9124
Web: www.stpaul.gov/dsi

BULLETIN 03-1

1. Please note the new permit fee schedule on the forms accompanying this Bulletin. No old fees will be accepted after the effective date of April 2, 2003. After that date, old fees will be returned for re-calculation.
2. Bulletin 80-1 is enforced on all service changes, including changes for insurance reasons. Apparently some homeowner=s insurance companies are requiring a 100 ampere circuit breaker panel or the owner could face cancellation of their insurance.
3. Bulletin 80-1 will also be enforced on storm damaged services unless otherwise approved by the inspector. We will need proof of damage and will accept a picture of the damaged mast as proof of storm damage and may waive the enforcement of 80-1. Apparently, some contractors are alleging storm damage on a service change in order to avoid the balance of the work required by City Ordinance in 80-1. Obviously, the permit usually cannot be taken until after at least temporary repairs are made, but unless we have photographic evidence, or make a site inspection prior to permanent repairs, we will enforce the Bulletin. The owner normally would need photographic evidence for an insurance claim anyway, so the photograph now has two uses.
4. **NOTIFY US OF FINAL INSPECTIONS REQUIRED.** This may be done by calling us between 7:30 and 9:00am, Monday-Friday or faxed to the inspector's attention at (651) 266-9099.
5. NEC Section 210.63- A receptacle will be required for all new installations of air conditioners and furnaces. If the A/C or furnace is replacing an existing, no new receptacle will be required. This receptacle must be within 25 feet of the equipment, and if outdoors or in a basement, must be GFCI-protected.
6. Section 406.8(B)(1)- All outdoor 125-volt, 15 & 20 ampere receptacles must have a "bubble-style" cover that will be waterproof when an attachment plug is inserted. The only exception to the cover would be if an outside receptacle was out of the weather. This requirement is for all occupancies, commercial, residential or industrial.
7. Section 110.16- A sign (label) conforming to the requirements of 110.16 shall be installed on all switchboards, panelboards and MCC's in other than residential occupancies. This sign is to be field-installed on the outside of all new equipment of this type. At present, there are 5 different manufacturers who have this sign available. We will accept only a manufactured sign that conforms to the ANSI Standard referenced in the Code. The manufactured signs conform to this standard.
8. NEC Section 314.4- All metal boxes must be grounded. If you are extending a smoke detector off an ungrounded circuit, use a plastic box since no grounding path exists on the circuit.
9. Section 314.16(B) - Remember box fill on all installations. A smoke detector cannot be mounted on a pan box since the cubic inch capacity of the box is not adequate.
10. Section 700.12(E) - Make sure all unit equipment (battery-backup emergency lighting) is on the same circuit- and ahead of any switches- as the lighting it would replace in case of a power failure. The exception to 700.12(E) still requires the separate circuit (if allowed) to be to the same panelboard that supplies the regular lighting circuits. The panelboard directory also needs to be marked with the required information.
11. Minn. Electrical Act Sect. 3800.3770: All underground installations must be inspected prior to covering. We give same-day service on inspections, so the time the trench is open is kept to a minimum. If we are not called for inspection, by the same section of law the contractor is responsible for all costs associated with uncovering and re-covering the installation.